



2011 "Open" High-Rise Certification Training Class

Any Building Manager in need of High-Rise Certification Training may send attendees to the following monthly seminars at no cost.

Monthly seminars are available for management employees and tenant fire wardens of high-rise buildings who need to be certified.

Certificates shall be valid for a period of five years from the date of training.

Each tenant is required to provide one (1) Fire Warden per 7500 sq. ft. of floor area per floor occupied. When the floor area of a tenancy on any occupied floor exceeds seven thousand five hundred (7,500) square feet, a Warden shall be required for each such seven thousand five hundred (7,500) square feet or part thereof. A minimum of two (2) Fire Wardens is required per floor regardless of the floor area square feet.

Some of the topics covered in the seminar will include the latest fire safety features built into high-rise buildings, dynamics of fire, human reactions, emergency safety team / fire warden procedures for fire alarms and fires, evacuation procedures, and proper fire extinguisher operation.

There is no charge for attending these seminars. The only cost incurred may be parking fees, if applicable. Many buildings will have different fire safety features. The building management from each building represented is required to inform its employees and Fire Wardens of their specific fire safety features to complete the certification.

Seminars are scheduled from 8:45 am to 10 am

Next Class:

Monday, May 23, 2011
Marriott Hotel
255 N. Sam Houston Parkway E.

We must have a list of persons attending to guarantee reservations. Deadline is the Monday prior to the meeting. Building Managers not reserving seating by submitting a list to the Inspector, may have their people turned away, if seating is not available. (See Registration Form Below)

Additional training availability information:

The Houston Fire Department has set up and implemented a list of all high-rise buildings for Fire Safety Plan approvals. This list was set up to ensure that priority is given to buildings that have the greatest need while also providing each building an equal opportunity. The list of buildings is separated into two groups based on whether the building is an occupancy where people sleep, such as hotel, apartments, and condominiums or those buildings where people do not sleep, such as office buildings. Buildings are then sub-grouped by no sprinkler system, partial sprinkler system, or complete sprinkler systems before sorting by building height. The highest priority building is the residential building that is non-sprinklered, and the tallest in height. Our goal is to provide the needed services to approve each building within a two-year cycle. Buildings desiring to expedite the process also have three additional options.

- 1) The monthly open high-rise certification seminar is for buildings that have requested to send a limited number of fire wardens and building management employees to a class that is open to all high-rise buildings. The class information is not specific to any particular building and requires building management to supplement the training with their building specifics. This class is published and updated on the fire department web site (www.houstonfire.com).
- 2) An inspector/instructor in the Life Safety Bureau, Public Education Section – High-rise Fire Safety Plan Approvals, may be obtained to provide training outside his regular work hours on an overtime basis. This may be done by contacting Senior Inspector Marion Williams either *by telephone at: 832-394-6930* or *by e-mail at: marion.williams@cityofhouston.net*. This should be done **prior to** payment of a required permit fee so that an instructor can be assigned to make contact with the requesting party, to assist the requesting party with information on the application for over-time training and payment of the permit fees, and to schedule a mutually convenient training date.

A City of Houston permit fee is required to provide funding for overtime to obtain an inspector/instructor that has agreed to work at a time other than his regular work hours. The overtime permit fee is \$280 dollars for a four hour minimum. Each additional hour or portion thereof is \$62.50.

- 3) Having a **City of Houston Fire Marshal approved consultant** perform the training.

The process to receive an approved Fire Safety Plan consist of the three following essential training elements conducted by persons, institutions or companies approved by the Fire Marshal according to regulations established by the Fire Marshal: a consultation with building management, and Building Emergency Response Personnel, an approved certification training for Fire Wardens and building employees, and a fire drill supervised by persons, institutions or companies approved by the Fire Marshal.